

ODSG

12 November 2009

Note to Messrs. Nambiar and Kim,

I refer to the note attached from the DSG on Givas Project Manager and your request for input from my side.

Having reviewed the situation, I have the following additional information.

The Givas Project commenced under the note of the DSG dated 16 June 2009. In which it was proposed to set up a Trust Fund and put in seed money (\$150,000) from the PEA EOSG Trust Fund, to be reimbursed in due course. The original cost plan envisaged a P5 post of Project Manager to lead the team. However, ODSG subsequently requested the position to be changed to a D1 and circulated as such. Given the length of time it takes to put together a coherent plan and have it approved through the regular process, the announcement calling for applications was issued with the understanding that GIVAS managers would submit a clearly revised cost plan making the case for the upgrade of the post from P5 to D1 which would need to be cleared by the CdC and submitted to the Controller. Moreover, as is the practice, the creation of any post at the D1 level or above, for a period of 12 months or more, this proposed D1 would need to be brought to the ACABQ. It should be borne in mind that discussions with the ACABQ regarding creation of a D1 XB post in the EOSG may also lead to usual scrutiny regarding the EOSG staffing strength and number of senior level positions allotted to the Office.

Another aspect raised in your query is regarding the composition of the Givas Project and where to locate it. According to the proposed cost plan, it is envisaged that the Project would comprise five staff and approximately 5 consultants with a total annual projected cost for 2010 of \$2.2 million.

At this stage, while it is certainly possible to continue with the interview process and other ground work, and I understand the interviews have commenced, it has to be made clear that it would be difficult to take the resulting long term recruitment action, under the EOSG umbrella, by December 2009, without resolving the outstanding issues relating to the level of the post and long term hosting of the project.

As you rightly pointed out, the underlying challenge is to find a successful supporting arrangement that would allow GIVAS to operate. Should we decide to keep it within the EOSG, then the above steps need to be taken. Since the DSG's note of 30 October 2009 attached (para 2), sets forth the need for the upgrade of the post from the P5 level to the D1 level, we can now prepare a note from you to the Controller conveying the approval for establishment of the post and requesting that it be brought to the attention of the ACABQ as is the norm. However, if alternatives are sought, perhaps we need to look into a nimble, streamlined mechanism that allows Givas to retain its functional independence under the DSG while receiving administrative support from other than the EOSG. There are a number of scenarios under which the project could be accommodated such as: (1) Co-locate administratively with UNFIP & UN Democracy Fund and supported by DM; or perhaps, (2) through an outside entity such as UNOPS. There are advantages and disadvantages to above approaches. With your agreement, we can start a conversation with UNOPS to ascertain their ability to accommodate the project and modalities therein. As for the other option, since UNFIP is within the Secretariat, the manner in which it would work is fairly consistent with that of the EOSG outlined above.

I am available to discuss.

29-11-360

Adnan

**Note to Mr. Nambiar**

GIVAS Project Manager

1. As you may be aware, the GIVAS Project Manager post has been advertised and more than 200 applications have been received in response to the announcement. The post will be closed on 31 October. I expect that my office will convene a selection panel quickly thereafter. It would be very useful if a staff member from your office could join the selection panel to assist us with the identification of a highly qualified candidate to lead the GIVAS project.
2. As you may recall, the original workplan had envisaged that the GIVAS Project Manager post would be classified at P5 level. The complexity of the project has become increasingly evident over the past few months. As a result, I would strongly recommend that the post be instead classified at D1 level. The post will be funded through voluntary contributions from DfID, which is supportive of a D1 classification.
3. I would appreciate your quick reaction on the proposed classification of the GIVAS Project Manager post. It is my hope that the GIVAS Project Manager will join the Team as early as December 2009.



Asha-Rose Migiro  
30 October 2009

We need to discuss this  
Who is the expected  
expert?

Adnan may  
advise us  
on the way  
forward. 7/2

Boj

RWS

Agreed. We need to  
be clearer on the location  
& composition of the team  
before we make decision this.





## Correspondence Log # 29-11360

Office of the Secretary General

Logged by: Carolyn Nwe

From	The Deputy Secretary-General	In / Out	Outgoing
		Log status	Mailed
Through		Incoming Ref#	n/a
To	Mr. Nambiar	Outgoing Ref#	n/a
cc		Case #	

Correspondence Subject	GIVAS Project Manager - DSG's office will convene a selection panel. DSG requests that a staff member from the Chef de Cabinet's office could join the selection panel to assist with the identification of a highly qualified candidate to lead the GIVAS project. The original workplan envisaged that the post would be classified at J5 level. As a result of the complexity of the project the DSG strongly recommend that the post be classified at D1 level instead. It will be funded through voluntary contributions from DfID, which is supportive of a D1 classification. DSG would appreciate the Chef de Cabinet's quick reaction on the proposed classification, hoping that the GIVAS Project Manager will join the team as early as December 2009.
------------------------	--

Date of Correspondence	30-Oct-2009	Reply by	Reply date not specified
Date received	30-Oct-2009	Reply status	n/a

Editors	Document author Carolyn Nwe
Viewers	Viewing of scanned document(s) or attachment(s) is open to all users of this CorLOG.

### Audit Trail

Entered by	Carolyn Nwe on 30/10/2009 07:17 PM
Edited last by	Coumba Santana on 04/11/2009 01:05 PM

30/10/2009 at 7:29:03 PM - Track note by Carolyn Nwe: Mr. Onanga approved DSG's autopen over the phone.

30/10/2009 at 7:47:59 PM - Track note by Carolyn Nwe: Original left for Yulya to walk it to Mr. Nambiar's office on Mon, 2 Nov first thing am. cc: Chron, Brett

02/11/2009 at 8:57:52 AM - Track note by Yulya Vanetik: taken to CdC office

02/11/2009 at 9:36:50 AM - Track note by Sophia Williamson: Orig. memo to Asim for review + VN's approval

02/11/2009 at 10:53:11 AM - Track note by Sophia Williamson: Orig. seen by Asim -- to JA

02/11/2009 at 11:17:41 AM - Track note by Sophia Williamson: Orig. seen by JA -- to VN (o/r)

03/11/2009 at 1:13:18 PM - Track note by Sophia Williamson: Seen by VN w/comments "We need to discuss this. Who is the expected expert? - KWS" -- Orig. to Asim

03/11/2009 at 2:53:49 PM - Track note by Thiri Thiri: From Asim to SP. cc: chron to pending ( bring back date: 9 Nov 09).

03/11/2009 at 3:15:13 PM - Track note by Jean-Michel Bertoli: Rcvd from SP to KWS for Attn

JAN - 7 2010

29-11360

04/11/2009 at 12:27:26 PM - Track note by Jean-Michel Bertoli: From KWS to AI "Agreed. We need to be clearer on the location and composition of the team before we make decision on this. Adnan may advise us on the way forward."

04/11/2009 at 1:05:14 PM - Track note by Coumba Santana: Received, to AI.

**Note to the Deputy Secretary-General****Re: GIVAS Project Manager**

With reference to your note dated 30 October 2009, I have no difficulty with this post being classified at the D-1 level. I understand that the post will be filled through a competitive recruitment process.



Vijay Nambiar  
11 November 2009

Note to Mr. Nambiar

GIVAS Project Manager

1. As you may be aware, the GIVAS Project Manager post has been advertised and more than 200 applications have been received in response to the announcement. The post will be closed on 31 October. I expect that my office will convene a selection panel quickly thereafter. It would be very useful if a staff member from your office could join the selection panel to assist us with the identification of a highly qualified candidate to lead the GIVAS project.

2. As you may recall, the original workplan had envisaged that the GIVAS Project Manager post would be classified at P5 level. The complexity of the project has become increasingly evident over the past few months. As a result, I would strongly recommend that the post be instead classified at D1 level. The post will be funded through voluntary contributions from DfID, which is supportive of a D1 classification.

3. I would appreciate your quick reaction on the proposed classification of the GIVAS Project Manager post. It is my hope that the GIVAS Project Manager will join the Team as early as December 2009.

~~AS -> SP~~  
Copy in pending  
Original to SP.  
9 Nov 2009

*Asha-Rose Migiro*

Asha-Rose Migiro  
30 October 2009

We need to discuss this  
Who is the expected  
expert?

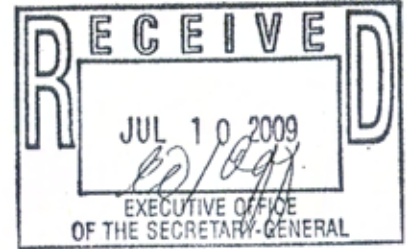
BoI

KWS



29-11360

ODSG



Note to Mr. Nambiar

Request for Allotment for Activities Related to the GIVAS

1. This memo follows from my memo to you dated 15 June 2009 in which I requested you to make available US\$ 150,000 for the support of immediate Global Impact and Vulnerability Alert System (GIVAS) activities while we wait for DFID to transfer its contribution to the project.
2. I would now like to request approval for the cost plan and allotment. I have attached a detailed budget for the amount of US\$ 129,560 which will allow the project to proceed with the production of the first GIVAS Report and cover other initial project expenses. The Terms of Reference for the Report are attached for your information.

A handwritten signature in dark ink, appearing to read "Asha-Rose Migiro".

Asha-Rose Migiro  
8 July 2009

cc: Mr. Orr  
Mr. Issa ✓

29-07147

JAN - 7 2010



**Note to the Deputy Secretary-General**

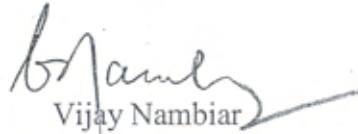
Secretary-General's Global Impact and Vulnerability Alert System:  
Administrative Procedures

Please refer to your note of 16 June 2009 regarding the above-mentioned subject.

I would like to update you on measures taken thus far at our end. Given the urgency, I have authorized the release of \$150,000 as seed funding. We have also enabled all necessary related documents for the establishment of the trust fund.

At this juncture, funds mentioned are in hand and we await further details on the next request for action from our end to enable successful realization of the above project.

I have designated Mr. Louis Germain as focal point within EOSG to provide support.

  
Vijay Nambiar  
2 July 2009

cc: Mr. Orr  
Mr. Issa

29-06276

